

## MINUTES OF PORT OF MATTAWA COMMISSIONERS MEETING

December 11, 2017

Commissioner Leland called the meeting to order at 12:00 noon at Mattawa Port office. Those present were Commissioners Leland, Wise, and Dayton. Also Executive director Bob Adler, assistant director Lars Leland, Secretary Linda Watkins, and Fire Chief Patterson. Commissioner Wise made a motion to sign and approve November minutes. Motion seconded and passed.

Financial report was discussed, while Commissioners reviewed and approved deposits for the month. Lars is putting all Leases on one data base, making it easier for Commissioners to review.

Commissioner Leland opened a Public Hearing for comment on the sale of Port property to Grant County Fire district #8. Chief Patterson reported all Fire Commissioners are in favor of the purchase, which will close January 15, 2018. Port Commissioner Dayton made a motion to sign and approve Resolution #2017-06, agreeing to the sale of said property to Fire District #8.

Wood Box Factory is paid up, as of today, on rent. Terry Roller is still working on moving to his new location at Port Industrial Park. Looking like the end of January before he will be out.

Commissioner Wise asked Lars to check with the Winery's, J & S and Milbrandt, about drilling their own wells. In return, let them know the Port will monitor the wells for them. Bob had spoken with Misbrand briefly in the past.

Commissioner Leland asked other Commissioners to think about where the Port should put Funds from the sale of property, infrastructure or another incubator building, as both are needed. Bob suggested going to Grant County for SIP Funds. If we have a committed tenant, the County will be willing to go with the Port, as we have always completed our projects. Bob also told Commissioners the Port of Benton has offered their blue prints from their 5 bay incubator building, when we are ready to build. This will save us many dollars in planning and engineers fees.

Curt, at Sandbar Marina has told Bob he is interested in getting more property north of his business, if the Port would be interested in selling or leasing. Lars will follow up on this.

The commission motioned and approved commission meeting rates to go from \$96.05 per meeting to \$105.27 per meeting.

Bob got a copy of spending procedures and policies for management from the Port of Benton. It states the Commissioners will approve all purchases, and any expenditure over \$2,000 must be approved prior to purchase. Commissioners approved and signed.

Commissioner Wise also brought up Insurance, as discussed at Annual WPPA meeting. Do we need to have Attorney Ries go over policies? Bob told the Commissioners, endures of Washington our Insurer, and gives us a membership in MRSP, which the Port can call with questions or go online anytime.

Bob presented a Consulting Contract to the Commissioners, if the Port would need his services in the future, he would help out for an hourly wage. All Commissioners agreed and signed. This will be his final meeting, as he is retiring.

Correspondence was read and approved. Commissioner Dayton made a motion to sign and approve vouchers #9704-9734, in the amount of \$27,725.06.

Commissioner Dayton made a motion to adjourn. Meeting adjourned at 2:15pm.

Glenn Leland

Jim Wise

Lauri Dayton

Linda Watkins